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FILE

Meetings
Minutes
17 DEC 1968

MINUTES

DD/S STAFF MEETING

10 December 1968 - 1030 Hours

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25X1

[Redacted]

2. Briefing on Planning, Programming and Budgeting

25X1

[Redacted]

3. White House Fellows

Twenty-one White House Fellows were guests at the Agency last night for dinner, briefings and questions. Mr. Bannerman categorized them as sharp and said that it was a good session.

4. Real Estate Task Force Paper

Mr. Bannerman said that Colonel White has tentatively approved the recommendations in the paper, including the implementation of a planning group for a new building at Langley. A Building Planning Staff will be created in the Office of Logistics to start out with necessary fact finding.

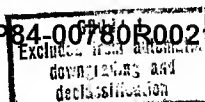
5. Around the Table

a. Mr. Wattles:

Reported on a conversation with Mr. Knocke, who is just back from the first running of the Federal Executive Institute at Charlottesville. Mr. Knocke is very high on the program, noting that there already exists a strong relationship between the Institute and the University of Virginia. The class consisted of 53 students,

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including eight GS-15's. Mr. Knocke felt that "line" people would do better than staff people. A small permanent staff directs student activity. Our representatives should be well briefed on what they may say about the Agency as students take turns giving 45-minute talks on their agencies. Mr. Bannerman suggested that we could well brief our people along the lines used for briefing the Brookings Seminars, etc. Mr. Richardson noted that the Agency has been offered an extra slot for the course beginning 6 January with all expenses paid. This may be quid pro quo for our loan [] to the staff of the Institute. Office Heads were requested to submit nominations [] by Thursday noon.

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b. Mr. Osborn:

In a recent helicopter view of the Headquarters compound, he noted that there are only about 100 parking vacancies in West Parking. Mr. Bannerman commented that Jack Smith also has some good air shots of the building that might prove useful to Security.

The Office of Security is assisting the Librarian for the LBJ Library with various security matters.

c. Dr. Tietjen:

An Employee Notice on the subject of the Hong Kong flu is being prepared. Vaccine will be available in late December; present policy for distribution is that those 65 years of age and over, or with debilitating illnesses, are being offered the vaccine first. The flu seems to be hitting in a sporadic pattern and so far has proved to be relatively mild.

d. Mr. Richardson:

Of 20 CT's recently graduated for assignment to the Intelligence Directorate, only 10 have been placed. This seems to be a ceiling problem. [] commented that it was not entirely a ceiling problem but more one of developing challenging assignments for the trainees.

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Sees the need for a series of articles on the National Security Establishment. These would be the type of articles which might be published in Agency house organs to inform people, particularly in the Departments of Defense and State, of the role of agencies making up the National Security Community. It was agreed that the Office of Training will try and draw up a sample article for the DD/S review.

e. Mr. Bush:

Treasury has published another paper on the matter of salary allotments, which seems to affect our present system of salary checks being sent to banks. Banks must in the future acknowledge the receipt of checks as agent for the employee. Mr. Bannerman commented that the current policy position is that employees with no problem of identification with CIA should have the privilege of taking advantage of salary allotments permitted by law. Other personnel could take advantage of these privileges with the concurrences of their Career Services, and the Central Cover Staff.

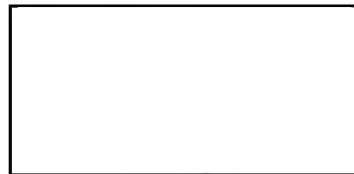
The rate of use of Quality Step Increases by the Finance Career Service is 1.8%.

f. Mr. Meloon:

Five hundred and fifteen visitors toured the Printing Services Building as a result of the recent tour announcement. Printing Services will be happy to arrange small tours as required.

Noted that the Office of Logistics has received the go-ahead signal to try and locate appropriate property for combining activities now in the Broyhill and Arlington Towers locations.

6. The meeting adjourned at 1150 hours.



Support Operations Staff/DDS

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Distribution:

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1 - VRT

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